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## Useful Phrases for Discussion and Composition

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### Introducing a point

- First of all I'd like to point out ...
- The main problem is ...
- The question of ...
- Speaking of ...
- What we have to decide is ...

### Enumeration of points

- first of all, I'd like to say ...
- in addition to that ...
- moreover, ...
- furthermore, ...
- another example of this is ...
- first, second, third ...
- Finally, ...

### Stating something as a fact

- As everyone knows ...
- It is generally accepted that ...
- There can be no doubt that ...
- It is a fact that ...
- Nobody will deny that ...
- Everyone knows that ...

### Expressing a personal opinion

- It seems to me that ...
- I have the feeling that ...
- I feel that ...
- I'm absolutely convinced that ...
- You can take it from me that ...
- I think/don't think that ...
- In my opinion, ...
- Well, if you ask me ...
- As I see it ...
- The way I see it, ...
- Personally, I believe/suppose/ feel (that) ...
- I'm convinced that ...

### Expressing pros and cons

- There are two sides to the question.
- On the one hand ..., on the other hand ...
- An argument for/in favour of/against is ...
- While admitting that ... one should not forget that ...
- Some people think that ..., others say that ...

### Expressing doubt

- I'm not sure if ...
- I'm not convinced that ...
- I wonder if you realize that ...
- I doubt that.

### Expressing disagreement

- I don't agree with you about ...
- I can't accept your view that ...
- I'm of a different opinion.

### Expressing support

- You're quite right.
- That's a very important point.
- You've got a good point there.
- I couldn't agree with you more.
- You took the words right out of my mouth.

### Giving reasons

- The reason for this is (that) ...
- I base my argument on ...
- I tell you all this because ...

### Keeping to the point

- It would be more to the point if ...
- Come to the point.
- That's not the problem.
- What we are discussing is ...
- ... has nothing to do with my argument.
- That's not relevant.

### Drawing conclusions and summing up

- The obvious conclusion is ...
- Last but not least ...
- The only alternative (left) is ...
- The only possible solution/conclusion is ...
- Summing up, I'd like to say that ...
- In conclusion we can say that ...
- To cut a long story short, ...
- Just to give you the main points again, ...

### Fillers in conversation (used only in speaking)

#### At the beginning of a sentence

- Um....
- Ok /All right, ...
- Well/ Well, anyway...
- So / So then, ...
- By the way...
- At any rate... Anyhow...
- You know,...
- What I mean is...
- So...where was I saying? / where was I? (¿Qué estaba diciendo? ¿Dónde me he quedado?)

#### In the middle of a sentence (usually)

- I mean: This is, I mean, going to be challenging
- I guess: Well, I guess the problem is that I'm tired
- Kind of: This kind of makes sense
- Adverbs such as 'absolutely', 'actually' (de hecho), 'really', 'sure', 'seriously': I mean, seriously, do you believe that?

#### At the end of a sentence

- Though: This is going to be hard, though.
- Right? (¿Verdad?): This is going to be easy, right?

